

**Putting Trees to Work-Urban Forest Conservation Fund Grant
APPLICATION FORM-YEAR 2007
Department of Natural Resources / Division of Forestry**

APPLICANT (AGENCY OR ORGANIZATION)

NAME OF APPLICANT OFFICIAL

TITLE

ADDRESS

CITY

ZIP CODE

COUNTY

U.S. CONGRESSIONAL DISTRICT

FEDERAL I.D.#

COMMUNITY POPULATION

PHONE

EMAIL

FAX

PLEASE NOTE: Grant projects MUST HAVE 2 PEOPLE PLUS THE PROJECT COORDINATOR ASSISTING WITH THE PROJECT. THIS IS TO INSURE THAT IF ONE PERSON LEAVES, THE OTHER TWO CAN CARRY ON WITH THE PROJECT.

NAME PROJECT COORDINATOR/CONTACT PERSON_____

ADDRESS_____

PHONE

EMAIL

FAX

PROJECT ASSISTANTS

NAME

NAME

ADDRESS

ADDRESS

PHONE

EMAIL

PHONE

EMAIL

TOTAL GRANT AMOUNT REQUEST _____

TOTAL APPLICANT MATCH _____

INKIND

DESCRIPTION OF PROJECT & FINAL ACCOMPLISHMENTS: Give a brief description of your project. Be specific.

OF TREES (by caliper) WHICH WILL BE PLANTED AS A PART OF THIS PROJECT (by caliper):

>1-1/2" CALIPER

To the best of my knowledge, the information supplied in this application and in the attachments is complete and correct. The governing body of the applicant duly authorizes the document.

***Signature of Applicant Official**_____

Name (please print)

| TITLE | DATE |
|-------|------|
|-------|------|

DATE _____

*** This official is the Mayor, Town Board President, or City Council President. The Board President should sign in the case of a not-for-profit organization.**

**PUTTING TREES TO WORK-URBAN FOREST CONSERVATION GRANT APPLICATION
YEAR 2007**

Department of Natural Resources / Division of Forestry

PUBLIC COMMENT FORM

DIRECTIONS: Comments should be requested from any agency, organization, or individual cooperating with or impacted by this project. Comments on this form will be used by Department of Natural Resources Staff to assess the amount of support for this project and the level of coordination between organizations. Comment forms should not be from the project committee.

PROJECT INFORMATION (to be filled in by applicant)

PROJECT APPLICANT:

CONTACT PERSON: _____ **PHONE #:** _____

PROJECT TITLE: _____

BRIEF DESCRIPTION OF PROJECT:

COMMENTS:(from the public, organizations or agencies)

SIGNATURE

DATE

***TITLE/ORGANIZATION**

PLEASE CHECK ONE

*Representing

_____Private citizen _____Non-profit _____Service Organization

_____Local Government _____State Government _____Federal Government

_____Business

APPENDIX B - URBAN FOREST CONSERVATION GRANTS

PROPOSAL EVALUATION – YEAR 2007

Department of Natural Resources / Division of Forestry

SAMPLE
INFORMATIONAL
ONLY

APPLICANT: _____ EVALUATOR: _____

Evaluation Criteria Points

#

1. Has the applicant included three (3) complete applications?
(0 or 3 points) _____
2. Does the project emphasize urban forestry, the urban forest,
or management of the urban forest? (0 or 5) (if zero, do not evaluate) _____
3. Is the project thoroughly planned, well thought out, and described
in detail? (0-3) _____
4. If it is a tree-planting project, does it meet the grant
tree planting criteria? If it is NOT a tree planting grant,
does it meet the criteria suggested in the suggested projects section? (0-10)

5. Based on the need in the community (or state) for this type of project and its
location, how beneficial will this project be to culturally diverse communities? (0 -10 points).

6. Has the budget been well planned and is it cost effective .Does it include cash match
(projects over \$10,000 must have 20% cash match). Is the match strong or weak.
Does the project provide a lot of benefits for the dollars. (0 - 5 points) _____
7. Does the applicant have the experience and resources to efficiently complete
the project. This refers to the experience of the grantee in undertaking urban forestry
and tree planting projects. It also refers to the person who will supervise the project.
Have past projects been well done (0 - 5 points). _____
8. Has the project been well coordinated with municipal agencies, businesses, and service
organizations. Other organizations within the community may be impacted by the project or may
contribute to the project. Have they been consulted? Is this documented with public comment
forms.
Give one point for each comment form. (0 - 3 points). _____
9. Do the residents of the community or neighborhood support the project. Has the public who
will be impacted by this project had input on this project. Do they think it is a useful expenditure
of money. Is this documented with public comment forms. Give one point for each form from the
public. (0 - 3 points). _____

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GENERAL COMMENTS: